

MINUTES OF THE REGULAR MEETING of January 24, 2019

On January 24, 2019, the Board of Trustees of Community College District 507, in the Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford in the State of Illinois, met in regular session in the Board Room, Vermilion Hall Room 302 at Danville Area Community College.

ITEM 1: CALL TO ORDER

Chairman Dave Harby called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Ms. Ellie Masengale, Presidential Scholar, led the Board and those in attendance in reciting the Pledge of Allegiance to the Flag.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Bill Black, Dave Harby, Terry Hill, Dr. Ron Serfoss, Greg Wolfe, and Student Trustee Addison Wise. Trustees absent: Tracy Cherry (arrived at 5:36 p.m.) and John Spezia.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Betancourt, Jill Cranmore, Mike Cunningham, Lara Conklin, Jerry Davis, Brian Hensgen, Dr. Wendy Brown, Mark Barnes, Arthur Cronkhite, and Ellie Masengale.

Media present: Bill Pickett, WDAN-WDNL and Noelle McGee, *News Gazette*.

ITEM 4: ADOPTION OF AGENDA

Mr. Harby asked if there were any changes requested to the agenda. With no changes requested, upon motion by Mr. Hill, and a second by Dr. Serfoss, the agenda was approved as presented. The motion passed by unanimous voice vote: 6 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Executive Vice President of Instruction and Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources; Mike Cunningham, Vice President, Administrative Services; Lara Conklin, Executive Director, College Relations; and Brian Hensgen, Executive Director, Workforce Development. Also present: Jerry Davis, Davis & Delanois; Mark Barnes, Director, Computer Networking and End User Services; Dr. Wendy Brown, Professor, Microbiology; Arthur Cronkhite; and Ellie Masengale, Presidential Scholar.

Media present: Bill Pickett, WDAN-WDNL and Noelle McGee, *News Gazette*.

ITEM 6: REPORT ON SABBATICAL LEAVE

Dr. Wendy Brown, Professor of Microbiology, gave a report on her recent sabbatical leave. Dr. Brown noted that she has been teaching for over sixteen years and that most of her students are those entering into the nursing field since microbiology is a required course for

the Nursing Program. In order to make sure that her students are being taught the appropriate curriculum and for her personal and professional growth, she wanted to join students in their first semester of the Nursing Program.

As a result of her sabbatical leave, Dr. Brown shared her changes to her course content, changes to her teaching strategies, her experiences getting into the program, and her suggestions for the program. She thanked the Board for allowing her the opportunity to complete the sabbatical in order to improve the experience for students at DACC.

The Board and Dr. Nacco thanked Dr. Brown for her report and for her commitment to students.

ITEM 7: ANNUAL HUMAN RESOURCES REPORT

Ms. Jill Cranmore presented the annual Human Resources Report. Ms. Cranmore reported there are currently 181 full-time employees including faculty, support staff, and administrators. The employee comparison data remains consistent from year to year with the average employee age of 47 with 11 years of service. She noted the turnover rate is 2% which excludes retirements and 33 full-time employees were hired over the last year from 417 applicants.

Ms. Cranmore shared the percentage of education levels over the last few years with 5-10 employees currently increasing their level of education. DACC employees continue to generously support the United Way campaign.

Ms. Cranmore reported that the Human Resources Department is active on the campus by participating on several committees and teams.

The Board and Dr. Nacco thanked Ms. Cranmore for her report.

ITEM 8: FINANCIAL UPDATE

Ms. Tammy Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending December 31, 2018 was included in the Board agenda book.

ITEM 9: PRESIDENT'S REPORT

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the month since the last meeting.

ITEM 10: PUBLIC COMMENT

There was no public comment.

ITEM 11: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE
REGULAR BOARD MEETING OF DECEMBER 13, 2018**
- B. FINANCIAL REPORT**

- C. MONTHLY HUMAN RESOURCES REPORT**
- D. BOARD CONSIDERATION OF BOARD POLICY REVISIONS**
 - 1. BOARD POLICY #4009.1 – BLOODBORNE PATHOGENS EXPOSURE CONTROL**
- E. BOARD CONSIDERATION OF AUTHORIZATION FOR DESTRUCTION OF VERBATIM RECORDING OF CLOSED SESSION DATED MAY 23, 2017 (WRITTEN MINUTES OF THE NAMED MEETING WERE APPROVED BY THE BOARD ON JUNE 22, 2017)**

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 12: UNFINISHED BUSINESS

ITEM 13: NEW BUSINESS

- A. CLOSED SESSION FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY**

Upon motion by Dr. Serfoss, and a second by Mr. Wolfe, the following Resolution was adopted by roll call vote: 7 yeas, 0 nays.

BE IT RESOLVED, in accordance with the provisions of Chapter 120/2(c 1) of the Open Meetings Act, the Board of Trustees of Community College District #507 shall enter a Closed Session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

The Board went into Closed Session at 6:02 p.m.

OPEN SESSION

The Board returned to Open Session at 6:36 p.m.

- B. BOARD CONSIDERATION OF RESIGNATION AGREEMENT AND RELEASE OF ALL CLAIMS**

Upon motion by Dr. Serfoss, and a second by Mr. Black, the Board approved the Resignation Agreement and Release of All Claims between Danville Area Community College and Mr. Stanford Oglesby. The motion passed by roll call vote: 7 yeas, 0 nays.

- C. BOARD CONSIDERATION OF NAMING OF THE BASKETBALL COURT IN MARY MILLER GYMNASIUM**

Dick Shockey was a major driving force behind getting the NJCAA Division II National Basketball Tournament to the DACC Campus. Mr. Shockey's leadership was also instrumental in our community hosting the tournament these past 26 years.

Many of Mr. Shockey's colleagues, friends and supporters would like for the College to name the basketball court in Mary Miller Gymnasium in honor of Mr. Dick Shockey and have his name permanently placed on the gym floor.

Dr. Nacco and the Trustees gave heartfelt statements as to why the basketball court should be named in memory of Mr. Shockey. It was a team effort of a group of people who brought the tournament to Danville, but Mr. Shockey's commitment to the College and the community were evident in the accomplishment of not only securing the tournament at the College, but for the overall success of the tournament over the past 26 years.

Upon motion by Mr. Hill, and a second by Mr. Wolfe, the Board approved naming the basketball court in the Mary Miller Gymnasium in honor of Mr. Dick Shockey. The motion passed by roll call vote: 7 yeas, 0 nays.

D. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES FOR TRUSTEES

Per Public Law 99-0604, known as the "Local Government Travel Expense Control Act," travel expenses for members of the Board of Trustees must be approved at an open meeting of the Board.

A total of \$550.00 was expended for travel expenditures for trustees over the last month for registration for the ACCT Legislative Congress in Washington, DC for Mr. Dave Harby.

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the travel expenses listed above. The motion passed by roll call vote: 7 yeas, 0 nays.

E. BOARD CONSIDERATION OF TRANSFER OF MONIES FROM THE WORKING CASH FUND TO THE EDUCATION FUND AND THE OPERATIONS AND MAINTENANCE FUND

The College is required to have a resolution adopted by the Board to allow the transfer of monies from the Working Cash Fund to the Education Fund and Operations and Maintenance Fund. This resolution authorizes funds to be transferred as needed to meet the payment due dates for expenditures incurred in these funds when the revenue is not received in time to meet the cash outflow requirements. This transfer also avoids the issuance of tax anticipation warrants.

The transaction is considered an internal loan and must be repaid to the Working Cash Fund within one calendar year since the intent is not to abolish the balance in this fund. The majority of the funds utilized to pay the loan will be from the collection of tax revenue and student tuition with no reliance on state funding.

The timing of this resolution avoids having a negative cash balance at the end of the fiscal year (June 30). This resolution is required annually and meets the requirements of ICCB and the College auditors.

Upon motion by Mr. Wolfe, and a second by Dr. Serfoss, the Board approved the resolution of transfer of monies from the Working Cash Fund to the Education Fund and the Operations and Maintenance Fund. The motion passed by signature vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF TEMPORARY TUITION
WAIVERS FOR PRESIDENTIAL SCHOLARS**

We are recommending that the Board approve temporary tuition waivers for any shortfall in the tuition reimbursement that the DACC Foundation provides for the Presidential Scholars Program during FY 2018-19.

The DACC Foundation's corpus for funding the Presidential Scholars program has dwindled to approximately \$700,000, which represents the combined total of the Brittingham and Front Line scholarship funds. With the cost of reimbursing tuition for 40 Presidential Scholars along with approximately \$120,000 annually for 20 first-year Scholars and 20 second-year Scholars, the existing fund would not be able to sustain the program in future years.

The DACC Foundation will launch a fundraising campaign on April 1, 2019, with a chief objective being to increase the corpus for the Presidential Scholarship program to a minimum \$2.3 million, which would then generate at least 5 percent annually in investment revenue and the required \$120,000 each year to fund the program in perpetuity.

Waiving unfunded Presidential Scholars tuition would be a stop-gap measure in 2018-19 and helps give the Foundation time to reach the desired target for fully funding the Presidential Scholars Program. The approximate total waivers for 2018-19 would be \$85,000, with the Foundation generating the remaining \$35,000 from investments of the current \$700,000 corpus.

Upon motion by Mr. Hill, and a second by Ms. Wife, the Board approved temporary tuition waivers in FY2018-19 to compensate for any shortfall in the DACC Foundation's funding of the Presidential Scholars program. The motion passed by roll call vote: 7 yeas, 0 nays.

**G. BOARD CONSIDERATION OF RESOLUTION REGARDING
SUBMISSION OF AN APPLICATION FOR PUBLIC BENEFIT
ALLOWANCE ACQUISITION OF SURPLUS FEDERAL REAL
PROPERTY FOR EDUCATION PURPOSES**

In order for the application for the Army Reserve Center to be submitted, the applicant's governing body must provide approval of a Resolution. The Resolution must also authorize an individual to expend any necessary funds.

Upon motion by Mr. Wolfe, and a second by Mr. Black, the Board approved the Resolution regarding submission of an application for Public Benefit Allowance Acquisition of Surplus Federal Real Property for Education Purposes. The motion passed by signature vote: 7 yeas, 0 nays.

ITEM 14: INFORMATION

A. STUDENT TRUSTEE ELECTION CALENDAR

B. COMMUNICATIONS

- Letter of appreciation from Crosspoint Human Services to Classified Staff-Operation Santa for their donation.

ITEM 15: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:57 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____